

TOWN OF LANESBOROUGH SELECTMEN'S MEETING
Submitted by Diane Stevens, Town Secretary
September 8, 2014

Present: Mr. John Goerlach, Chairman
Mr. Robert Ericson
Mr. Henry Sayers
Mr. Paul Sieloff, Town Administrator

Warrants: Warrants Signed

The meeting was opened by Mr. Goerlach at 6:00 p.m.

Public Comment

Robert Barton, as a private citizen, came before the Board of Selectmen. Mr. Barton would like the Board to consider sponsoring a public hearing on education district alternatives. Mr. Barton stated that numerous decisions have to be made within the next 9 months, especially with the retirement of Superintendent Rose Ellis. Mr. Barton stated that at the Annual Town Meeting the Town will have to decide whether to expand the Greylock Regional School Committee to K-12. Mr. Barton suggested having the Board appoint a committee to develop options, look at the pros and cons and give a presentation at a public hearing. Mr. Barton presented the Board with a summary of what he is trying to accomplish. Mr. Barton stated that this should be looked into before the hiring of a new Superintendent. Mr. Barton stated that the new Superintendent will be hired for a 3 year contract and this should be looked into before the Town gets locked into this contract. Mr. Goerlach asked Mr. Barton to present 5 candidates to the Board before the next meeting. Mr. Barton stated that he thought the Town Administrator, Paul Sieloff could do this. Mr. Sieloff stated that we would approach the school committees and put a list together. Mr. Goerlach and Mr. Ericson stated that the Town should make a public solicitation so that interested people could come forward. Mr. Sieloff stated that he would post it on the Town website, the local TV station and in different places in Town to see if anyone is interested. Mr. Sayers stated that he liked the idea of opening it to the public and posting it for all interested. Mr. Sieloff stated that he will bring a list to the next meeting. Mr. Sieloff talked to the Board about the budget for the Elementary School. Mr. Sieloff wanted to set early guidelines before they start formulating a new budget. Mr. Sieloff stated that he would like to present the School with a budget framework and then open it up for discussion. Mr. Goerlach stated that Mr. Sieloff should attend the school committee meetings. Mr. Sieloff stated that it was a good idea to become more involved and that he was meeting with the Finance Committee next Monday. Mr. Sayers stated that it would be beneficial to the Town if we make the School aware of what the budgets are in the

other departments in Town to try to work together to come up with a reasonable budget. Mr. Goerlach stated that Board of Selectmen has no authority to set the school's budget. Mr. Sieloff stated that Lanesborough Elementary is part of the Town not separate like Mount Greylock High School and that he would like to try to work cooperatively as far as the budget is concerned. Mr. Sieloff will get back to Board after the finance meeting.

Permit(s), Contract(s), Use of Town Property and Appointment(s)

Berkshire Gas permit application - 163 Bull Hill Road

Application for installation of new gas service at 163 Bull Hill Road filed by Berkshire Gas Company. Motion 14-166. Motion made by Robert Ericson to approve application, seconded by Mr. Sayers, Unanimously voted.[#1]

Berkshire Gas permit application - 9 Ocean Street

Application for installation of new gas service at 9 Ocean Street filed by Berkshire Gas Company. Motion 14-167. Motion made by Robert Ericson to approve application, seconded by Henry Sayers, Unanimously voted.[#2]

Use of Community Room - Kirsten Gebauer Hoffstedt

Mr. Sayers asked Paul Sieloff if a fee structure had ever been put in place for the use of the Town Hall. Mr. Goerlach said in this case he would waive the fee because of Ms. Hoffstedt's volunteer work with the Fire Department. Mr. Sayers would like a fee schedule in place because it costs the Town money to keep the building open during non-business hours. Mr. Sieloff stated that he will work on a Town usage policy and fee schedule and bring it back to the Board. Application for Permit to Use Town-Owned Property filed by Kirsten Gebauer-Hoffstedt. Motion 14-168. Motion made by Robert Ericson to approve application, seconded by Henry Sayers, Unanimously voted.[#3]

Approval of Laston Park Committee Bylaws

Mr. Sieloff presented the Board with a rough draft of bylaws to be used as a model to draft bylaws for other Town committees. Mr. Ericson asked why this Committee is separate from the Recreation Committee. Mr. Sieloff stated that the Laston Committee should have a member on the Recreation Committee and vice versa. Mr. Ericson made suggestions for revisions to Mr. Sieloff. Mr. Sieloff stated that his changes would be made and a new draft would be brought before the Board.[#4]

Award Tree Management Services Bid

Mr. Sieloff presented the Board with the Bid Proposal Form from Jeff's Tree Service, Inc. Mr. Sieloff stated that this is the same company

and rates as last year. Mr. Sieloff stated that he would like the Board to raise the budget by \$1,000 for next year in order to remove trees in troubled areas if needed. Mr. Goerlach asked about the certificate of insurance. Mr. Sieloff asked if the Board would approve with the condition that a certificate of insurance is provided. Motion 14-170. Motion made by Henry Sayers to approve the bid proposal from Jeff's Tree Service, Inc. with insurance condition, seconded by Robert Ericson, Unanimously voted.[#5]

Proposed placement of No-Parking/Tow-away Zone sign at corner of Profile Street and B Street

Mr. Sieloff presented the Board with a Memorandum from DPW Director William Decelles relative to the placement of a no-parking/tow-away sign at the end of Profile Street. Mr. Sieloff stated that the Fire Department made the request as there was an issue getting an ambulance to this location due to the parking of cars and that it presented a public safety issue. Police Chief Mark Bashara and Mr. Decelles viewed the area and agreed that a sign would prevent this from happening as vehicles could be towed instead of ticketed alleviating the public safety issue. Motion 14-171. Motion made by Ericson to place a no-parking/tow-away sign at the bottom of Profile Street, seconded by Henry Sayers, Unanimously voted.[#6]

National Street out buildings structure issue

Mr. Sayers stated that he spoke with the property owner and they would take care of the problem.

Opechee Street zoning issue

Mr. Sieloff presented the Board with a letter from Thomas Mierzczewski relative to property located at 16 Opechee Street. Mr. Sieloff stated that he spoke with the Building Inspector and Mr. Mierzczewski. The Building Inspector stated that it was not an issue for the owner to use this access. Mr. Sieloff presented a draft letter to the Board to be sent to Mr. Mierzczewski. The Board reviewed and approved the letter. Mr. Sieloff stated it would be sent out to Mr. Mierzczewski in the morning.[#7]

Part-time police officer appointment procedure

Paul Sieloff presented Marvin Michalak and Richard Maynard from the Police Advisory Committee to the Board of Selectmen relative to the hiring of two new part-time police officers. Mr. Michalak stated that two people applied and they were interviewed. He gave the Board a letter summarizing their interviews. Mr. Michalak stated that Dave Sinopoli has been in law enforcement since 1988, is fully qualified for the position and is ready to step in on a part time basis. Shauna Slater is very articulate, has an A.S. in criminal justice, is working toward her B.A., and has some of the basic requirements. The Advisory

Board highly recommends both candidates and stated that Ms. Slater's resume should be kept on file and when another position opens up the Town should look towards her for next year. Mr. Sinopoli also has paramedic training. Mr. Michalak stated that Chief Bashara is looking towards the future due to the fact that he and another officer will be retiring next year. Mr. Goerlach asked about Mr. Sinopoli moving up and Mr. Michalak stated that he wanted to stay with the Pittsfield Fire Department and would only work part time for the Lanesborough Police Department. Mr. Sinopoli also works part time with the Berkshire Sheriff's Department. Bob Ericson asked how often he would be able to step in if he is working other part time positions. Mr. Sieloff stated that he spoke to the Chief about this and he would be available based on his schedule with other positions. Fire Chief Charles Durfee stated he would be a great asset to the department. Mr. Sieloff stated that Ms. Slater would also be a good candidate. The Board would like this appointment to be placed on the next agenda. Mr. Michalak asked what the Board would like to do about getting ready to hire next Chief. The Police Advisory Committee would like the Board to give them guidelines as to who they would like to hire. Paul Sieloff stated we could put this on an agenda in November to discuss and they would be in touch with the Commission.[#8]

Town Meeting Article relating to water line installation

Mr. Sieloff asked for guidance from the Board of Selectmen as to how they wished to proceed in this matter whether it be in-house or to bring in an engineer to put in a water line near the old landfill. Mr. Sieloff stated to the Board that he will get three separate proposals to design and manage the system. Mr. Ericson would like to pass along any and all information we have to the engineers we are seeking proposals from so they don't start from scratch which will cost the Town more money. Mr. Sayers wanted to know if there is a way to get a cost if Town employees performed the work or if a contractor does. Mr. Goerlach would like Mr. Sieloff to send a message to the Department of Environmental Protection to see if they would help with engineering studies. Mr. Sieloff stated that he sent a message on Thursday but has not yet received a response. Mr. Goerlach also wants to check with the Water Department to see if there are specific requirements other than hydrants. Mr. Goerlach told the Board members that he and Mr. Sieloff have had conversations about convincing the Highway and Water Department to hire full time seasonal help next summer and rent equipment in order to get the water line installed. Mr. Sieloff stated that he will get proposals and bring them back to the Board.

Other business which could not have been reasonably foreseen within 48 hours of the meeting

None.

Selectmen's Items

Mr. Ericson reported on last week's Mount Greylock School Committee Meeting to investigate cost sharing arrangements with either Adams/Cheshire or Richmond/Hancock or other districts but it was not accepted. Mr. Goerlach asked if there was a reason Superintendent Rose Ellis was leaving so quickly. Mr. Ericson stated that Ms. Ellis did not give a specific reason for her departure in the middle of a school year. Mr. Ericson stated that he made a recommendation to the School Committee that the salary should be in the \$130,000-\$140,000 range instead of the \$145,000 to \$160,000 range but that the Committee did not accept his recommendation. Mr. Ericson stated that the Committee wanted another position to be added to support the billing that the feasibility study would add. The position was to be a part-time position. Two senior members of the Committee voted against this but it still carried.

Mr. Sayers wanted to commend the company that did the black top jobs for doing an excellent job. Mr. Goerlach asked Mr. Sieloff to bring a list of things that needed to be done before next meeting. Mr. Sieloff stated that he will bring it to the next meeting. Mr. Ericson stated that the Energy Commission has a list of all of the energy used by the Town. Mr. Ericson stated that he had discussions with the Fire Department on ways to save energy. Mr. Goerlach wanted to know if there was a way to break down the list so that the electricity was separate so that there was a way to see what the cost is when we present the Town with the solar project. Mr. Ericson said he would break it down. Mr. Ericson stated that if the Town converted the boiler at the Police Department from oil to gas it would be much more efficient and cost effective. Mr. Ericson presented a spreadsheet with the Committees suggestions. The Energy Committee met with the Highway Department, Police Department and Fire Department to see what measures could be taken to conserve energy. Mr. Sayers asked Mr. Sieloff about bids for the furnace at the Police Department. Mr. Sieloff stated that nothing has been done at this point. Mr. Goerlach asked about reviews for the Town employees. Mr. Sieloff stated that he has not started them but will check into that and get back to the Board. Mr. Sayers asked Mr. Sieloff about the status of ID tags for employees. Mr. Sieloff stated he would get back to Mr. Sayers about that as well.

Town Administrator Report

Mr. Sieloff presented the Board with a memorandum from DPW Director William Decelles with three proposals for the fueling station at the Police Department. Mr. Goerlach wanted Mr. Decelles to do a comparison between the three proposals and update his memo. Mr. Sieloff stated that Mr. Decelles will do this and that only one bid

came in under the budgeted amount. Mr. Sieloff stated that he would check with the Police Chief and the DPW Director to make sure that the proposals meet with needs of the Police Department and bring a new proposal at next meeting. Mr. Sieloff spoke of the remote access of the new fueling station and that it would be very efficient and beneficial to the Town. Mr. Goerlach agreed. Mr. Ericson asked why the Town didn't just buy the service from an outside business like O'Connell's and not use our own pumps and storage. Mr. Goerlach stated that O'Connell's did not want to install something so that we could use the system at night. Mr. Sieloff talked about the changing of email addresses throughout the Town Hall in order to make it professional and consistent and the benefit of now being able to access email remotely. Mr. Goerlach asked about the status of the purchase of a new computer in the Selectmen's Office. Mr. Sieloff stated that it is on the list of items to discuss with the Town's IT consultant, Paragus IT.

Approve Minutes

Motion made by Henry Sayers to approve the minutes of August 11, 2014, seconded by Robert Ericson, Unanimously voted.

Motion made by Bob Ericson to approve the minutes of August 25, 2014, seconded by John Goerlach, Unanimously voted.

Adjournment

Motion made by Henry Sayers to adjourn, seconded by John Goerlach. Unanimously voted. Meeting adjourned at 7:41 p.m.

Footnotes:

[#1] Application to install new gas service from Berkshire Gas Company – 163 Bull Hill Road

[#2] Application to install new gas service from Berkshire Gas Company – 9 Ocean Street

[#3] Application to Use Town Property – Kirsten Gebauer Hoffstedt

[#4] Draft of Laston Park Committee Bylaws

[#5] Approved Tree Management Services Contract with Jeff's Tree Service

[#6] Memorandum from DPW Director William Decelles re: No Parking/Tow-away sign on Profile Street

[#7] Letter dated August 19, 2014 from Thomas Mierczewski re: 16 Opeechee Street together with Draft Response Letter from Town Administrator

[#8] Recommendation Letter from Police Advisory Committee